

July 31, 2007

## ACQUISITION ALERT 07-01

This Acquisition Alert notice is being transmitted to all NOAA Heads of Contracting Offices (HCOs). If you have any questions or comments about the Alert, please contact Helen Hurcombe by email ([Helen.Hurcombe@noaa.gov](mailto:Helen.Hurcombe@noaa.gov)) or by telephone on (301) 713-0325. Please share this message with your acquisition staff.

### Formal Source Selection Authority

1. By Memorandum dated July 25, 2007, the Deputy Under Secretary has issued a blanket delegation of Source Selection Authority for those acquisitions which utilize formal source selection processes and which are less than \$50 million to Line Office Assistant Administrators and Staff Office Directors. This delegation may be re-delegated **NO LOWER** than the Line Office Deputy Assistant Administrators or Deputy Staff Office Directors. The DUS has, further, retained the authority to rescind this delegation for specific competitive acquisitions of any dollar value.

Formal Source Selection procedures are required to be utilized for all competitive, negotiated acquisitions in excess of \$5 million, which includes:

- all full and open competition acquisitions;
  - full and open competitions after exclusion of sources (e.g., competitive small business set-aside); and
  - acquisitions that are processed as other than full and open competition unless negotiations with only 1 source are justified. (The justification to negotiate with only 1 source must be approved by the appropriate approval authority before they can be excluded from formal source selection procedures).
2. Source Selection Authority for acquisitions under \$5 million remains with the designated Contracting Officer.
  3. Effective date. Upon issuance of this Alert.
  4. Termination date. This acquisition alert remains in effect until incorporated into the NAHB.